

# CHISELDON PARISH COUNCIL



**You are summoned to the July 2025 PARISH COUNCIL MEETING.**

## **AGENDA**

**on Monday 14<sup>th</sup> July 2025 at 7.30pm at the Recreation Hall, Off Norris Close, Chiseldon.**

Disabilities are not always visible. Please let a member of the council know if we can assist you. We ask all those attending our meetings to speak clearly, slowly and address the room so that those with communication difficulties are able to hear you.

**Public recess** - to receive questions and comments from the public on Council related matters. Members of the public are allowed to address the Chairman for 3 minutes. No decisions will be taken at this meeting. Discussion will only take place when a subject raised is within an agenda item. Maximum 10 minutes

- 1. List attendances and vote on approval of apologies for absence**  
(Absences without apologies to be noted separately)
- 2. To vote on co-option of a total of 5 candidates for Parish Cllr.** (if any candidates are in attendance).
- 3. Vote on any declarations of interests - and vote on any dispensations requested.**
- 4. Approval of minutes** – Full Council additional meeting 9<sup>th</sup> June 2025.
- 5. Review action Points from last meeting.**
- 6. Community safety, including Police report.**
- 7. Ward Cllr reports.**
- 8. To approve the following policies:** (See MS Teams for the policies)  
\*The law in October 2024 changed with regards to preventing sexual harassment in the work place. The policies below will be updated to include these measures if required.  
**IT Policy - new**
- 9. To discuss and vote on the final draft of the "Vote of no confidence" letter to be sent to Swindon Borough Council.** [See additional information.](#)
- 10. Discussion & vote on any additional planning applications received from Swindon Borough Council where a time extension is not approved to hear the item at the next planning meeting.** Published on the councils Facebook page and on the councils website.
- 11. To discuss & vote on whether to purchase 2 new additional defibrillators and cases and where to place them in Draycot Foliat and Burderop Park**

based on residents offers of their homes external walls. [See additional information.](#)

**12. To review whether any land owners have suggested suitable sites for a new burial ground. [See additional information.](#)**

**13. FINANCE. Approval of Bank Reconciliations from May 25. [See additional information.](#)**

**14. FINANCE. To re-approve the correct costs for the Rec Hall repairs at £12500.00. Previous incorrect minutes reported a cost of £1250.00**

**15. FINANCE. To note the internal audit report from Sansum and Co and to approve any actions to be taken by council staff. [See additional information.](#)**

**16. FINANCE. To vote on approving the LGPS Discretions policy required as part of the process to move council staff from the NEST scheme to the LGPS scheme. [See additional information.](#)**

**17. FINANCE. To vote on approving the memorandum of understanding for the new LGPS pension scheme which sets out how data will be dealt with under GDPR, the parties involved and the funds expectations of the employer during the participation of the fund. [See additional information.](#)**

**18. FINANCE. To review the latest budget vs expenditure report and note any areas for concerns or raise any questions for the RFO. [See additional information.](#)**

**19. FINANCE. To ratify costs of £12.00 inc VAT from Minuteman for sticky labels for the Witches Hat at the Castle View Play area. [See additional information.](#)**

**20. FINANCE. To ratify costs of £22.39 inc VAT to purchase an age warning sign online for the climbing equipment at the Castle View Play area (Witches Hat) after a young child got stuck. [See additional information.](#)**

**21. FINANCE. To approve further costs of up to £500 plus VAT plus £60 plus VAT per visit to carry on treating the box hedges at Butts Road. [See additional information.](#)**

**22. FINANCE. To vote on the quote of £260 no VAT to Mason French to complete the work to fix the external PIR light at the Rec Hall. [See additional information.](#)**

**23. FINANCE To vote to approve the updated policy for CCLA investments. [See additional information.](#)**

**24. FINANCE. To formally note the changes to the Public Sector Deposit Fund which is where the councils reserves are placed as part of the CCLA investments. [See additional information.](#)**

**25. FINANCE.** To discuss and vote on the principle of taking over as Trustees for the Calley Memorial Hall Grant fund, on the request of the current Trustees. This is not a final decision, just an expression of interest in finding out more. [See additional information.](#)

**26.** To look at quotes received for work on Hodson Road and vote on any decisions on work to be carried out.

**a.** Clearing of pathway from Chiseldon to Hodson turning.

**b.** Creation of new path from Hodson turning to Burderop Barns.

[See additional information.](#)

**27.** Annual overview of risk management policies and procedures.

- Approve the current list of risk assessments carried out
- Approve the frequency of risk assessments
- Suggest any new risk assessments required and the frequency

[See additional information.](#)

**28.** To look at additional summer hours for the handyman, with a view to voting on whether extra hours are needed. [See additional information.](#)

**29.** To vote on any response to the following consultation [Borough Wide - Public Space Protection Order \(PSPo\) renewal consultation 2025 | Swindon Borough Council](#)

**30.** To vote on whether to support the draft policy sent by South Swindon Parish Council to SBC to reduce the fees charged by Streetworks for Parish improvements made by PCs. [See additional information.](#)

**31.** To discuss and vote on any ways the PC can encourage more Cllr co-option. Including possible paid video creation from local resident. [See additional information.](#)

**32.** To confirm that the Clerk should have access to the new Members Hotline system to be able to log issues direct to SBC. (Rather than having to report via Ward Cllrs). SBC are updating their system to allow this.

**33. COMMITTEE REPORTS:** Brief reports only please due to time constraints.

**NEW** - Finance Committee Chairman to report back to Full Council with the results of the review of the budget vs expenditure report from the last Finance meeting. Items of significant under or overspend to be raised. No report expected.

**General finance meeting report** – No meeting - inquorate.

**Finance** – To approve the content of the financial transaction report from June 25. [Reports on MS Teams.](#) The July to date report is also on MS Teams for information.

**EGPA report** – Cllr Rawlings

**Planning, Highways and Transport report** – Cllr Hinton

**Risk Assessment report from Clerk.** [See additional information](#)

**Correspondence feedback for Cllrs** – if available, loaded onto MS Teams.

**34. Items for next agenda.** (Cannot be discussed and/or voted on at this meeting)

The next Full Council meeting will be on **Monday 11<sup>th</sup> August 2025 7.30pm**. The Recreation Hall, Off Norris Close, Chiseldon.

Contact details Mrs Clair Wilkinson, Clerk.

[clerk@chiseldon-pc.gov.uk](mailto:clerk@chiseldon-pc.gov.uk) Tel 01793 740744

Signed by Clerk: C Wilkinson. Dated:08.07.2025

*Clair Wilkinson*

Please see our privacy policy on [www.chiseldon-pc.gov.uk](http://www.chiseldon-pc.gov.uk) for full details of how we store & manage data.

**Legislation to allow the council to vote and/or act:**

Item 11. Defibs PHA 1936. Section 234

Item 19 and 20. CVPA signs LGA 1892 s.8 (1)(i)

Item 21 Box hedge. LGA 1892 s.8 (1)(i) LGA 1892 s.8 (1)(i)

Item 22. Rec hall light repairs LGA 1892 s.8 (1)(i)

Item 24. Trustees of fund. Will be legislation involved. This vote is to determine if the council wish to have further discussions before a final agreement.

Item 26 Hodson Road path LGA 1972 s.136

Item 28 Handyman extra hours LGA 1892 s.8 (1)(i)

Item 31. Paid video content for new Cllrs. LGA 1972 s111 or **s137**

The public should request a copy of additional materials for agenda items, directly to the clerk at [clerk@chiseldon-pc.gov.uk](mailto:clerk@chiseldon-pc.gov.uk). This does not include items marked as confidential.

Chiseldon Parish Council under law, has a duty to conserve biodiversity under the Natural Environment and Rural Communities Act 2006 and consider the impact of their decisions under the Crime and Disorder Act 1998 Section 17.

Councillors will review their decisions when required, with these acts in mind, and they will be minuted accordingly. For more details see our "Biodiversity Duty" and Crime and Disorder" policy which are on our website [www.chiseldon-pc.gov.uk](http://www.chiseldon-pc.gov.uk)